

MINUTES OF MEETING 06/07/2021	GENERAL MEETING, BALINGUP PROGRESS ASSOCIATION INC	
Meeting opened	9am	
Present	W.Trow, D. Cameron, J.Massey, R.Benson, J.Milton, T.Ridley, M.Giles, J.Taylor, S.Payne, L.Baddeley, T.Ridley	
Apologies	H.Christensen, J.Hornum, H.van der Wall, D.Van Allen	
New business	<p>1. Volunteers Day. W.Trow proposed a volunteers celebration be held on 5 December 4.30-6.30pm. A grant of \$1000 is available and W.Trow has spoken to the Shire & Donnybrook CRC. We agreed that Balingup should apply for the full amount this year, and Donnybrook will apply next year. It was agreed that the funding application be submitted as per Annex D. Moved: W.Trow. Seconded R.Benson.</p> <p>2. Community Op Shop. J.Massey advised that, as a result of the Open Space discussion on 3 July, a group has expressed interest in opening an Op Shop in town. Profits to be returned to the Balingup community. A group will be meeting at the Mushroom on 8 July to further discuss how it would operate. J.Massey asked that, if it goes ahead, it operates under the BPA umbrella. The meeting gave in principle support to this. Moved: J.Massey. Seconded R.Benson.</p> <p>3. SFFD/BMC. J.Milton advised that, as a result of the Open Space discussion on 3 July, the SFFD and BMC have agreed to meet to discuss opportunities for a joint (paid) co-ordinator. She stressed that the events would still be managed by volunteers and that the coordinator would just have an administrative role. Janine also advised that the Health & Wellbeing group is interested in joining forces with the SFFD and possibilities will be investigated.</p> <p>4. New Members. BPA welcomed two new members – Lynn Baddeley and Tina Ridley. Membership payments received.</p>	<p>W.Trow</p> <p>J.Massey</p> <p>J.Milton</p> <p>Treasurer/Secretary</p>
Report on action items – see Annex A.	Ongoing/Complete (tabled)	Chair
Correspondence list – see Annex B	Incoming/Outgoing (tabled)	Secretary
Correspondence list accepted and received	Moved J.Massey Seconded R.Benson	Carried
Other meetings/groups	Executive Meeting (tabled). (It was noted that J.Massey was not present at that meeting)	Secretary
Confirmation of minutes from previous meeting on 02/06/2021	Amendments - None Moved J.Milton Seconded J.Massey	Carried

	<p><u>AGM</u></p> <p>Wednesday 6 October, 2021 at 7pm (followed by drinks and nibbles)</p> <p>New committee to decide future dates.</p>
<p>Open Space</p> <p>(W.Trow)</p>	<p>W.Trow has begun talking to people who expressed an interest in new projects during the community conversations.</p> <p>The first Open Space (Events) was held on 3 July and attended by nearly 40 people. Follow up meetings have been set to progress ideas.</p> <p>Further Open Space discussions will be run in the future:</p> <p>(1) environment/sustainable town, and</p> <p>(2) art, culture, intergenerational activities.</p>
Reminders	<ul style="list-style-type: none"> • Community Op Shop meeting – Thursday 8th July 8am at the Mushroom. • Donnybrook, Balingup residents & Ratepayers Association meeting at Dbk Country Club Thursday 8 July 7pm to discuss sports precinct. • Balingup Story Time (dates TBA). Looking for people to share stories, poems, songs etc. contact Beth 0459 464 491.
Meeting closed	10.15am
Next meeting date/time	Wednesday 4 August, 2021 at 7pm

06/07/2021	ACTION LIST, BALINGUP PROGRESS ASSOCIATION INC	
ITEM MEETING DATE (FROM) PERSON RESPONSIBLE	ACTION	STATUS
Bunbury Regional Prison Workforce application March 2021 Wendy Trow	<i>Waiting on reply for application for BPA/other Umbrella Groups - email received from Pre-Release Unit Admin on 28/6/21</i> -BSFFD and BMC can continue to use workforce, application has been submitted to board. -Application for ongoing/general approval for BPA and Umbrella Group's to make use of Prison Workforce.	ONGOING
Community Insurance May 2021 Wendy Trow	No reply received from Labor representative, Jane Kelsbie (letter sent to her 21 May, with a request that insurance companies provide "Community Group Insurance Packs") W.Trow met with Shire President and discussed insurance issues. Have emailed him a copy of the insurance details and he has advised he will try to take this up with the Warren Blackwood Alliance of Councils and/or SWALGA.	ONGOING
BPA Lease Agreement 2021 Wendy Trow	<i>Follow up with Shire in July.</i> BPA lease agreement with the Shire expires 30 June 21.	ONGOING
Use of BADSA building in emergencies 2021 Wendy Trow	<i>Follow up response from Jess at Shire office.</i> Use of BADSA building by community during extended power outages/emergencies. BADSA and CWA have confirmed all OK.	ONGOING
Australia Day place of announcements 2021 Wendy Trow	<i>Follow up response from Shire President.</i> President wrote to the Shire and requested that they reconsider their decision that all winners be announced in Donnybrook.	ONGOING
BPA notice board (black board) June 2021 Sharon Smith	<i>Progressing changes to make notice board weatherproof.</i>	ONGOING
Update of town map in bus shelter June 2021 Helen Christensen	<i>Costs to be negotiated with Sandy Mitchell and presented to BPA meeting for approval.</i>	ONGOING
Community Centre Toilets - acknowledgment of volunteers June 2021 Wendy Trow/Helen T.	<i>Request Lucy to contact Helen C. for photo for Preston Press.</i> Acknowledgment of volunteers with photo/article in Preston Press.	ONGOING

Use of Town Hall by Community Groups 2021 Wendy Trow	BPA President has discussed use of the Town Hall by community groups with the Shire President. It is important that any changes do not have an adverse impact on the Recreation Centre.	ONGOING
General Signage 2021 (Helen C./Deb Vanallen)	Make a list of all redundant signs in town (BADSA and Townscape). Send list to Shire and ask that they liaise with the landowner to arrange removal (Townscape)	ONGOING
BSFFD/BMC Insurance contribution (Treasurer)	To be annually reviewed and be formally communicated via correspondence to the umbrella groups by the Treasurer. (BMC's contribution details are included in their recent Partnership Agreement document). Action annually in November.	ONGOING
Balingup Tennis Club support May 2021 Wendy Trow	BPA President to draft letter of support to include with Sport and Recreation Grant application through the Shire.	COMPLETE
Review of Community Strategic Plan June 2021	Action items from BPA Executive meeting on June 7 th . W.Trow has: <ul style="list-style-type: none"> • Provided press releases to the local newsletters. • Put on balingup.asn.au website • Put link on FB page • Emailed Shire • Arranged for printed copies at Balingup Library • Put notice at Post Office • Emailed to all people who attended. 	COMPLETE
BPA Community Grant Lottery West June 2021	Lotterywest acquittal was submitted online. W.Trow has written article and submitted to local newsletters.	COMPLETE
Balingup Townscape Committee Proposed Projects June 2021 Wendy Trow	BPA to provide written confirmation of support to Shire of DB.	COMPLETE
BMC Partnership Agreement	The BMC and BPA have signed the Partnership Agreement to replace the existing Lease Agreement.	COMPLETE
BSFFD/BMC Insurance contribution	To be annually reviewed and be formally communicated via correspondence to the umbrella groups by the Treasurer.	COMPLETE

CORRESPONDENCE 06/07/2021	GENERAL MEETING, BALINGUP PROGRESS ASSOC INC
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Correspondence In:

INCOMING	INFO	ONGOING	ACTION
Jackie Massey, Op Shop discussion, Thursday 6 th July at 8am, Mushroom Café (5/7/21)			x
Pre-release Unit Administration, Balingup application (28/6/21)		x	
Gordon Douglas, Thank you for the BPA Minutes June Meeting (12/6/21)	x		

Correspondence Out:

OUTGOING	INFO	ONGOING	ACTION
To Lotterywest re Grant acquittal 421012203 (5/7/21)	x		
To Participants re Balingup Strategic Plan (24/6/21)	x		
To Ben Rose, Shire DB re Balingup Strategic Plan (14/6/21)		x	
To Douglas Gordon re Footpaths (13/6/21)		x	
Letter of support, Balingup Tennis Club (5/6/21)	x		
To Ben Rose, Shire of DB re Townscape Projects 2021/22 (3/5/21)	x		

Volunteers Day 2021

Describe how your event or activity will acknowledge and celebrate the role of volunteers in the community.

Date: Sunday 5 December
 Time: 4.30 – 6.30pm
 Venue: Balingup Recreation Centre

Although Balingup has a population of less than 1000, there are around 40 community groups registered in the town – ranging from book clubs to committees organising large events such as the Small Farm Field Day and Medieval Carnivale. This Volunteers Day, Balingup Progress Association will invite all volunteers to come together and take a group photograph (with names recorded) to compliment a similar photograph taken around 15 years ago.

Name tags will be worn, displaying volunteers names and the group they represent. This will give new residents the opportunity to chat informally and find out whether volunteering is something they would like to try.

The day will include a free meal with a side of beef from Donnybrook butcher (pre-cooked) and volunteers will prepare vegetables. Vegan and vegetarian options will be available.

Local entertainers (eg ukulele and singing) will be encouraged to provide light entertainment.

The event will be held in Balingup Recreation Centre so that children can run around and play safely in the grounds and/or main sports hall. This will make the event more accessible for families and also ensure that it is not affected by the weather.

The event will be run in accordance with any Covid safe plan current on the day.

Balingup Progress Association note that only one event can be held in each LGA and have spoken with our counterparts in Donnybrook to ensure that this application does not compete with any plans that they have. They support our application.

Kirup and Mullalyup communities will be invited to the Balingup event. Donnybrook is 30km away and it is unlikely people will travel.

Please enter the number of organisations (by type) that have volunteers who will be invited to attend the event or activity:

- Health 1
- Sporting 6
- Emergency services 2
- Community service 5
- School 1
- Service groups (e.g. Lions Club, Rotary) 0
- Other 24